



**KING EDWARD VI  
FOUNDATION  
BIRMINGHAM**

*Educational excellence for our City*

## **AT+FDN – Privacy Notice for Pupils (Easy Read)**

<b>Responsible Board/Committee</b>	Academy Trust and Foundation Board
<b>Policy Type</b>	Central (Group A)
<b>Policy Owner</b>	Risk and Compliance
<b>Statutory</b>	No
<b>Publish Online</b>	Yes
<b>Last Review Date</b>	Created October 2025
<b>Review Cycle</b>	Annual  This policy will not expire but will be reviewed as per its designated cycle. This policy remains effective whilst the review is taking place and will only become non-applicable once the updated version has been approved.
<b>Next Review Date</b>	October 2026
<b>Version</b>	1

**What is this about?**

Your school needs some information about you so that they can teach you, keep you safe, and help you learn.

**What information do we collect?**

- Your name, address, and contact details.
- Things like your age, language, and whether you get free school meals.
- Health information (such as allergies or any medicines you need).
- How often you come to school and your grades.
- Whether you need extra help with learning.
- Sometimes, your photo or fingerprint (for things like lunch or the library).

**Why do we need this?**

- To help you learn.
- To keep you safe and healthy.
- To check how well you're doing in school.
- To follow the law.

**Who do we share it with?**

- Other schools, if you move.
- Doctors or nurses, if you need help.
- The council and the government (they use it to plan schools and exams).
- People who help with exams or school systems.

**Your rights:**

- You can ask what information we have about you.
- You can ask us to fix it if it's wrong.
- You can ask us to delete it if we don't need it anymore.
- If you're worried, you can talk to your school or email:  
[riskandcompliance@kevibham.org](mailto:riskandcompliance@kevibham.org)